



PARKS AND RECREATION TOWN OF DUMFRIES

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Parks and Recreation Commission
Dumfries Town Hall—Council Chambers
June 10, 2014 – 5:00 P.M. Meeting Minutes

I. Roll Call of Attendees: Matt Critchley; O’Kelly Russell; Shaun Peet; Derrick Wood; Tasha Fuller; Anansa Prince; Dan Taber; Mayor Gerald Foreman; Jimmy; Joann

II. NEW BUSINESS

A. Review and Set 2015 Calendar of Events - **Commission**

1. Concerts

- a. 2 Dates in Sunday August 17th and 24th from 4pm to 7pm
 - i. Planning is on the way. Tasha will manage the advertising and will work in conjunction with the rest of the commission on detailing the budget. Concerts will be held at Garrison Park.
- b. 2 Dates in Sunday June 7th and June 14th
 - i. Remaining concerts will be pushed to August 2014 so that planning can be accomplished efficiently.

2. Inspirational Festival

- a. Saturday March 30, 2015 in Ginn Memorial Park (tentative date set)
 - i. Preliminary budget needs to be prepared. Matt is assigned to oversee the planning of this event.

3. Community and Commonwealth Day

- a. Saturday April 25, 2015 in Ginn Memorial Park (tentative date set)
 - i. Anansa will oversee the planning for this event. Anansa will prepare the preliminary budget.

4. 3 on 3 Basketball Tournament

- a. Saturday May 16, 2015 in Ginn Memorial Park (tentative date set)

5. Scholarship Walk/Run – Saturday Oct. 10, 2014

- a. Tasha Fuller will head this event. Tasha will prepare a list of possible contributions from various community resources.

Tasha will work in conjunction with Derrick and remaining commission members on establishing a preliminary budget and planned entertainment.

- B. Volunteer Policy
 - i. Volunteer Manual needs to be reviewed by commission and adhered to for all events moving forward.
 - C. Parks and Rec Joint Meeting with Council Agenda Items for June 14, 2014
 - i. Phase 3 Recommendations have been made and voted on via commission members. Will be presented to town council for approval.
 - 1. Phase 3 plan has been finalized.
 - a. Will be presented to town council at next scheduled meeting.
 - ii. Capital Improvement Recommendations
 - 1. Discussed advertising and promoting community garden to garner more community support and participation.
 - 2. All plots have not been adopted as of yet.
 - 3. Community interest is building.
 - iii. FY2015 Events Schedule for approval
 - D. Remaining Event Status for FY 2014
 - i. Walk/Run- Commission discussed moving the Walk to October of 2015 in conjunction with Merchant Park. Joann Barren has agreed to partake in the planning of this event and have agreed to allow us use of the facility.
 - E. Nominations and Officers for FY2015
 - i. Vice Chairman -
 - 1. Commission voted. Shaun Peet elected as Vice Chairman of Parks and Rec Commission.
 - ii. Administrative Support
 - 1. Role defined as Recording Secretary. Anansa Prince voted into this position.
 - iii. Chairman
 - 1. Derrick Wood
 - F. Complete Applications for VA Association of Parks and Recreation
 - i. Further discussions needed amongst commission members of Parks and Rec Commission. Training opportunities will need further discussion. Agendas will be reviewed and training courses will be attended depending on the benefit and monetary resources involved.
- III. OLD BUSINESS –
- A. Community Garden Update and Applications - **O’Kelly Russell**
 - i. O’Kelly will finalize application and submit for review and final approval
 - B. Community Use Policy - **Commission**
 - i. Do we want to use a form like Merchant Park?

1. Commission discussed altering current policy to reflect the specifics dictated in the established Merchant Park Community Use policy. Suggested changes will be considered and presented to commission for voting and approval.

III. Members Comments

- Commission

1. Sean Peet (Vice Chair) – wants to see the team progress and further the agenda/mission of the Parks and Rec Commission.
2. Anansa Prince (Recording Secretary) – wants to see communication improve amongst members. Planning needs to commence as soon as possible on future events so that confusion is kept to a minimum.
3. Matt – very pleased with the progress of today's meeting; would like to see the commission act as a more cohesive unit.
4. Derrick Wood (Chairman) – very proud of the forward movement of the commission. We had a great 1st year. Looking forward to establishing more guidelines, goals, and defining purpose of the parks and rec commission.

IV. Next Meeting July 8, 2014 at 5pm

Note: Town Council meeting at 7pm

V. Adjournment

- A. Matt made a motion to adjourn the meeting at 7:07pm
 - i. Motion second by Anansa Prince
- B. Meeting Adjourned.